

EFFECTIVE

July 1, 2008.

SUBJECT

1. Updated graphic exhibits.
2. New Children's Services form.
3. CDC form updates.
4. Income limit updates.
5. MA poverty levels.

**1) Updated
Graphic Exhibits**

Many items are updated with new graphic exhibits from revised Word templates.

**2) New Children's
Services Forms****RFF 1555-CS**

Use the DHS-1555-CS, Authorization to Release Confidential Information, to obtain proper written consent for release of mental health, substance abuse, medical and/or educational information.

**3) CDC Form
Updates*****DHS-4025*****RFF 4025**

Clarification added to the description as to when a DHS-4025 is required.

Reason: Questions from local offices.

DHS-835, DHS-4806**RFF 835, 4806**

The DHS-4806, Notice of Child Development and Care (CDC) Provider Match on Central Registry is now an obsolete form. The DHS-4806 has been replaced with the DHS-835, Central Registry Clearance - No Perpetrator Notification Record Notice.

Reason: Request from CPS.

DHS-2351-X, DHS-4661 and DHS-4661-P**RFF 2351-X, 4661, 4661-P**

The DHS-4661-P, Child Care (CDC) Request For Criminal History And Central Registry Check must be used for day care aide and relative care provider enrollments and replaces the DHS-4661, Child Development and Care (CDC) Request For Central Registry and DHS-2351-X, Model Payment Provider Enrollment Status Notice. Information from the DHS-2351-X and DHS-4661 are combined with the DHS-4661-P. The 2351-X will continue to be used to enroll other model payment provider types. The 4661 is obsolete.

Reason: Simplification of the provider enrollment process.

DHS-4807**RFF 4807**

Form has been revised.

Reason: Request by local offices.

**4) Income Limits
Updated****RFT 236, 242, 246**

Federal poverty level updated.

Reason: Income levels revised to be consistent with current federal poverty levels.

5) MA Poverty Levels

RFT 246

Effective April 2008 Percentage of the Poverty Level Monthly Amounts				
Number in Fiscal Group	Column 1 100%	Column 2 150%	Column 3 185%	Column 4 200%
1	867	1300	1604	1734
2	1167	1750	2159	2334
3	1467	2200	2714	2934
4	1767	2650	3269	3534
5	2067	3100	3824	4134
6	2367	3550	4379	4734
7	2667	4000	4934	5334
8	2967	4450	5489	5934
9	3267	4900	6044	6534
10	3567	5350	6599	7134
For each additional person add	300	450	555	600
Use the above columns to determine income eligibility as follows: Column 1- Other Healthy Kids (PEM 131). Column 2- Healthy Kids Expansion -and Other Healthy Kids (PEM 131). Column 3- Healthy Kids for pregnant women and children under age 1 (PEM 125 and 129) and TMA-Plus (PEM 647). Column 4- Qualified Disabled Working Individuals (PEM 169) and MICHild (PEM 655). - Refugee Assistance Program (RAP) Medical Aid (PEM 630). - Insurance Assistance Program (PEM 650).				

**MANUAL
MAINTENANCE
INSTRUCTIONS****Added Items ...**

RFF 497
RFF 555
RFF 949
RFF 961
RFF 1555-CS
RFF 1917
RFF 1918
RFF 1919
RFF 1920
RFF 1921
RFF 1922
RFF 1924
RFF 1925
RFF 2014
RFF 2840
RFF MC258

Changed Items (content changes) ...

RFF 62
RFF 90
RFF 94
RFF 95
RFF 123
RFF 133A
RFF 194
RFF 220A
RFF 220R
RFF 232
RFF 233
RFF 234
RFF 257
RFF 352
RFF 708
RFF 712
RFF 759
RFF 767
RFF 835
RFF 1013
RFF 1016

**RFF 1033
RFF 1163-M
RFF 1163-P
RFF 1291
RFF 1514
RFF 1583
RFF 1664
RFF 1749
RFF 1907
RFF 1908
RFF 1909
RFF 1955
RFF 2032B
RFF 2351X
RFF 2355X
RFF 3034
RFF 3035
RFF 3036
RFF 3037
RFF 3038
RFF 3039
RFF 3040
RFF 3198
RFF 3200
RFF 3204
RFF 3307
RFF 3508
RFF 4025
RFF 4262
RFF 4357
RFF 4476A
RFF 4526
RFF 4527
RFF 4537
RFF 4539
RFF 4661P
RFF 4712M
RFF 4737
RFF 4781
RFF 4789
RFF 4807
RFT 236
RFT 242
RFT 246**

Changed Items (link changes only) ...

RFF 27
RFF 93
RFF 221
RFF 1582
RFF 1582CS
RFF 1582TV
RFF 1662
RFF 1910
RFF 2032A
RFF 3307A
RFF 3308
RFF 3600
RFF 3813
RFF 4713
RFF NSP938B
RFT 245
RFT 250
RFT 293
RFT 294
RFT 296

Deleted Items ...

RFF 4538
RFF 4661
RFF 4806